



**Town of Arlington, Massachusetts**  
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## 08/14/2013 Minutes

### **Town of Arlington**

### **Transportation Advisory Committee**

Minutes of 8/14/2013, 7:15 pm to 9:45 pm, Town Hall Annex, Second Floor Conf. Room.

Minutes submitted by Scott Smith.

**Members and Associates Present:** Elisabeth Carr-Jones, Wayne Chouinard, Len Kardon, Jeff Maxtutis, Marjorie Moores, Howard Muise, Corey Rateau, Scott Smith, Ed Starr

**Missing Members and Associates:** Jean Clark, Paul Kent, Richard Turcotte, Laura Wiener

- Administration.

- Minutes of 7/10/13 were approved unanimously
- Correspondence and other handouts were reviewed.

- Town reports.

- Laura (Planning) submitted a written report of Planning Department activities.
- Wayne (DPW) submitted a written report of DPW activities. Repaving of the western section of Massachusetts Avenue is planned for the next few days. Scott asked about the root heaves on the Minuteman Bikeway between Lincoln and Lake. They are on the list, but can be done later in this construction season (November) than much of the other road work.
- Corey (Police) reported that another Parking Control Officer will be hired soon for the evening shift. In order to make the position more appealing, Monday evening coverage will be eliminated to allow for two-days off together (Sunday and Monday). There are plans to make the parking regulations near the high school more consistent (all 2 hour). There was a recent crash where a motorist hit the traffic island at Forest / Summer. It was suggested to look at the research on bollards done for Westminster, to see if a similar solution might be appropriate at this traffic island.

- Open Meeting Law Requirements. Ed Starr reported on Rich Turcotte's research on the Open Meeting Law requirements for subcommittees. The Open Meeting Law applies to a subcommittee that is created to provide advice or make recommendations. However, if people are simply gathering information to support later deliberation by TAC at a public meeting (for example, members of a working group doing traffic counts at an intersection), the OML would not apply. He also noted that the recently updated (8/1/2013) booklet from the AG's office states that "a communication among fewer than a quorum of the members of a public body will not be a deliberation, unless there are multiple communications among the members of the public body that together constitute communication among a quorum of members." Member handbook to be updated to clarify that working groups are for gathering information. Scott Smith noted that for more complex issues (e.g., Symmes) it may be necessary to form a subcommittee that would be asked to provide advice, and would thus have its meetings posted in accordance with the OML.

- TAC Funding Request. Ed Starr reported that of the \$25K that was appropriated to TAC by Town Meeting in 2001, approximately \$6K is left. There was some discussion over whether the best approach to replenish the fund was through a

warrant article or an existing Town budget (most likely, Planning, since these funds have largely been used for planning activities). Ed Starr and Len Karden volunteered to consult with the chair of the Town Finance Committee.

- Lake Street Study Funding: Jeff Maxtutis proposed that up to \$750 of TAC funds be spent for a capacity and simulation analysis of three intersections along Lake Street: Minuteman Bikeway, Brooks Avenue, Massachusetts Avenue, as part of the Lake Street study to improve operations. It was approved unanimously.
- Mill Street Flashing Beacon: Wayne Chouinard reported that the beacon does not seem to be working consistently, and asked other TAC members to observe it when they are in the area. Scott Smith asked that we aim for Tuesday 9/10 and Saturday 9/14 for systematic observations, to match the planned dates for region-wide bicycle and pedestrian counts.
- Jason / Mill / Mass: A contract with a design firm is ready to be signed. Design should take a few months, with construction occurring in 2014.
- Mystic Valley Parkway / Route 60 Rotary: Next step is to communicate with Rep. Garballey to see how to move this forward.
- Thompson School, North Union, Everett: Scott Smith reported that he met with Thompson School principal Sheri Donovan to review school access. Two items will require approval by the Board of Selectmen:
  - Add a marked crosswalk across River at Cornell/University on the north side of the intersection
  - Post fifteen-minute parking on the south side of Purcell from North Union to a point 20' east of driveway (this was originally proposed as 5-minute, but changed to 15-minute at the suggestion of Jeff Maxtutis)

The purpose of the crosswalk is to match the relocated crosswalk at University and Everett. The purpose of the short-term parking is to support Kindergarten drop-off. After some discussion, these recommended actions were approved unanimously by TAC, to be forwarded to the BoS.

Parking on North Union and Everett is on hold until after the new school opens.

- School issues Wayne Chouinard reported that new sidewalk and curbing has been added along Florence Street, near the Dallin playground. The bike rack at the corner of Brooks / Lake (Hardy School) may need to be relocated.
- Thermoplastic Crosswalks. Elisabeth Carr-Jones noted that some of the crosswalks on the thermoplastic list were done in paint, which makes reapplication problematic. She suggested that it may be time for DPW to fold the maintenance of the thermoplastic crosswalks into its overall work plan, and will follow-up with Wayne.
- Three items were not ready for discussion: Edgehill Road STOP signs, School Zone for Gibbs School, Paul Revere Road STOP signs. They will be deferred to a future meeting.
- Broadway and Palmer: Scott Smith reported on preliminary observations: state crash data from 2005 – 2010 shows approximately 2 crashes / year. Although there are no obvious issues with visibility of the stop sign, there may be a problem with visibility impeded by parked cars during the school year. Corey Rateau reported that APD had investigated 5 crashes between January 2011 and July 2013, numbers that are consistent with the earlier State data. Next step is to look at parking after school starts.
- Appleton Street. The complaint seems to be primarily concerned with the intersection of Paul Revere Road. Howard, Elisabeth, Corey and Wayne will form a working group.
- Town Day. Town day will be on 9/21. The following items were noted for possible display: MBTA bus schedules (can no longer easily obtain Charlie Cards); Map of the new bus stops under the Key Bus Route program; CLAMP plans; Crash Hot Spots; Downing Square; Jeopardy Board
- New Business. Elisabeth Carr-Jones asked that crosswalk flags be placed on the September agenda.
- Adjourn. Meeting was adjourned at 9:45 pm.

Meeting Materials:

- Meeting Packet for August: Agenda; Minutes of 7/10/2013; Request from Board of Selectmen of 6/6/2013 regarding Appleton Street; Working group list; BoS request status; Individual action list; Status of approved actions; Planning report

from Laura Wiener; Letters from TAC (6/30/2013) and Town Manager (5/22/2012) to DCR commissioner regarding Mystic Valley Parkway / Route 60 rotary; Response from DCR commissioner (12/7/2012); Thompson School proposed actions; Traffic supervisor redeployment memo of 7/18/2013

- Memo to TAC From WAC, Re. TAC Update Items, dated 14 August 2013